

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Covington Independent Schools

Date of Administrative Review (Entrance Conference Date): 05/16/2017

Date review results were provided to the School Food Authority: 05/17/2017

SFA/Sponsor CNIPS Number: 10192

Review Month: April

Onsite Review Date: 05/17/2017

Schools Reviewed: Ninth Street Elementary & Latonia Elementary (target)

Reviewers: Diana Drury & Carlina Loyd

General Program Participation

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

<input checked="" type="checkbox"/>	School Breakfast Program
<input checked="" type="checkbox"/>	National School Lunch Program
<input type="checkbox"/>	Fresh Fruit and Vegetable Program
<input checked="" type="checkbox"/>	Afterschool Snack
<input type="checkbox"/>	Special Milk Program
<input type="checkbox"/>	Seamless Summer Option

2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

<input checked="" type="checkbox"/>	Community Eligibility Provision
<input type="checkbox"/>	Special Provision 1
<input type="checkbox"/>	Special Provision 2
<input type="checkbox"/>	Special Provision 3
<input type="checkbox"/>	N/A

Review Findings

3. Were any findings identified during the review of this School Food Authority?

A. Program Access and Reimbursement		
YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming

Finding(s) and Commendation(s)

B. Meal Patterns and Nutritional Quality		
YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis

Finding(s) and Commendation(s)

OVS - The SFA did not ensure signage was present that identified a reimbursable meal which must include at least a 1/2 cup of fruit and/or vegetable in accordance with 7 CFR 210.10.

C. School Nutrition Environment		
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety
<input type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy
<input type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other

Finding(s) and Commendation(s)

Special Provision Options - The SFA did not maintain documentation from the POS to validate ISP claiming percentages in accordance with 7 CFR 245.6(e).

Food Safety (Buy American provision) - The SFA did not meet the requirements of the Buy American Provision in accordance with 7 CFR 210.21(d). The SFA does not have a procedure in place to monitor the vendor's performance of the Buy American Provision as written in their current contracts.

Commendation - HACCP was well put together and specific to each site. Nicely done.

*Latonia Elementary - The bell has been removed from the kitchens service door. This is essential for efficient delivery service.

D. Civil Rights		
YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Civil Rights

Finding(s) and Commendation(s)

Commendation - The SFA's information available to families about the availability of the School Breakfast Program and the Summer Food Service Program was exceptional. The Flyer's developed to promote the programs were eye catching and informative.

Division of School and Community Nutrition

Administrative Review Exit Confirmation

Covington Ind.
Name of School District
10192
SFA/Sponsor CNIPS Number
April
Review Month
May 16-17, 2017
On-Site Review Dates

School(s) Reviewed:
North District EL.
Latonia EL.
Reviewer(s):
Diana Drury
Carline Lloyd

I certify that the preliminary review findings were discussed with me upon completion of the food service administrative review. I was given the opportunity to ask applicable questions and/or express concerns. In addition, I understand that a written report will be sent upon the completion of a second party review by the Department of Education, Division of School and Community Nutrition and a written response may/will be required. I understand that additional technical assistance, findings, and fiscal action may be identified during the second party review.

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Signature of School or Agency Administration

Jayne Stancart
Signature of School Food Service Director

Diana Drury
Signature of State Agency Representative

Carline Lloyd
Signature of State Agency Representative

Signature of State Agency Representative

Signature of State Agency Representative

5/17/17
Date

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Date

5-17-17
Date

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Date

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